

# **Congressman John A. Boehner**

**Ohio - 8th District**



## **Congressional Internship Application**

**OFFICE OF REP. JOHN A. BOEHNER  
CONGRESSIONAL INTERNSHIP APPLICATION**

**General Internship Information**

The Office of Congressman John Boehner offers several internships throughout the year. These are some of the more frequently asked questions about internships.

**WHO CAN APPLY?**

College students with Political Science majors, or those interested in government, are encouraged to apply. Applicants need not be from the 8th District.

**WHAT KIND OF INTERNSHIPS ARE AVAILABLE?**

Part-time and full-time internships are available throughout the year. Internships during the school year last a full semester. Summer internships are also available which last for one month. Course credit may be available through your school.

**WHERE ARE INTERNSHIPS OFFERED?**

Internships are available in all three offices -- Hamilton, Troy, and Washington, DC.

**WHAT ACTIVITIES DOES AN INTERN PERFORM?**

Interns in the Washington office work closely with the professional staff on a variety of legislative projects and are also assigned some clerical tasks. Responsibilities include attending hearings, preparing legislative reports, researching specific issues and compiling information to respond to constituents inquiries, helping process the tour and flag requests, handling incoming mail and data entry, giving visiting constituents tours of the Capitol, and performing general office duties.

Interns in the district office concentrate on researching constituent inquiries for information and helping to deal with federal agencies. Some clerical work is also expected.

**WHERE DO INTERNS LIVE?**

Several universities in the Washington area offer housing for interns during the summer. Rental apartments are also available in the surrounding area.

**HOW DO INTERNS APPLY?**

Interns are selected on the basis of a written application and personal interviews. Completed applications, a college transcript from all universities attended, and a resume should be submitted to:

**Representative John Boehner**

Attn: Barbara Truster  
1011 Longworth HOB  
Washington, DC 20515  
Phone: (202) 225-6205

## APPLICATION FOR CONGRESSIONAL INTERNSHIP

(please type)

DATE \_\_\_\_\_

### **PERSONAL INFORMATION**

FULL NAME \_\_\_\_\_  
Last First Middle

IS THERE A NICKNAME YOU PREFER? \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(mm /dd /yy)

SOCIAL SECURITY # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

NAMES OF PARENT(S) OR GUARDIAN(S): \_\_\_\_\_

### **SCHOOL ADDRESS**

INSTITUTION \_\_\_\_\_

STREET \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_

AFTER THIS DATE, USE PERMANENT ADDRESS: \_\_\_\_\_

### **PERMANENT ADDRESS**

STREET \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_

ARE YOU REGISTERED TO VOTE? \_\_\_\_\_ YES \_\_\_\_\_ NO

IF SO, WHERE DID YOU LAST VOTE? \_\_\_\_\_

**EDUCATION**

**HIGH SCHOOL** \_\_\_\_\_  
*Name and Location*

GRADUATION DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_ GRADE POINT AVERAGE: \_\_\_\_\_

**COLLEGE/UNIVERSITY** \_\_\_\_\_  
*Name and Location*

DATES OF ATTENDANCE \_\_\_\_\_

INTENDED DATE OF GRADUATION \_\_\_\_\_  
*Month and Year*

MAJOR(S): \_\_\_\_\_

MINOR(S): \_\_\_\_\_

GRADE POINT AVERAGE: \_\_\_\_\_

PREVIOUS COLLEGES/UNIVERSITIES \_\_\_\_\_  
*(if applicable)*

DATES OF ATTENDANCE \_\_\_\_\_

HONORS / AWARDS / SCHOLARSHIPS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

EXTRACURRICULAR ACTIVITIES AT SCHOOL (*Include offices held, special interest clubs, etc. Be sure to specify years of participation.*)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ACHIEVEMENTS AND ACTIVITIES OTHER THAN SCHOOL (*Include scouts, civic organizations, church and volunteer activities.*)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **WORK AND VOLUNTEER EXPERIENCE**

List your experience beginning with most recent position held. Include name of firm or organization, dates of employment, number of hours worked per week, job title and short description of duties. You may also submit a copy of resume along with this application.

**ORGANIZATION** \_\_\_\_\_  
*Name and Location*

DATES OF EMPLOYMENT: \_\_\_\_\_ TO: \_\_\_\_\_  
*Month and Year Month and Year*

HOURS PER WEEK \_\_\_\_\_

JOB TITLE \_\_\_\_\_

SHORT DESCRIPTION OF DUTIES \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ORGANIZATION** \_\_\_\_\_  
*Name and Location*

DATES OF EMPLOYMENT: \_\_\_\_\_ TO: \_\_\_\_\_  
*Month and Year Month and Year*

HOURS PER WEEK \_\_\_\_\_

JOB TITLE \_\_\_\_\_

SHORT DESCRIPTION OF DUTIES \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ORGANIZATION** \_\_\_\_\_  
*Name and Location*

DATES OF EMPLOYMENT: \_\_\_\_\_ TO: \_\_\_\_\_  
*Month and Year Month and Year*

HOURS PER WEEK \_\_\_\_\_

JOB TITLE \_\_\_\_\_

SHORT DESCRIPTION OF DUTIES \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**OFFICE EXPERIENCE**

DO HAVE PREVIOUS OFFICE EXPERIENCE?        \_\_\_\_\_ YES        \_\_\_\_\_ NO

INDICATE EXPERIENCE, IF ANY, WITH THE FOLLOWING OFFICE MACHINES:

COMPUTER        \_\_\_\_\_ YES        \_\_\_\_\_ NO

SOFTWARE USED \_\_\_\_\_

TYPEWRITER        \_\_\_\_\_ YES        \_\_\_\_\_ NO        WORDS PER MINUTE \_\_\_\_\_

COPY MACHINE        \_\_\_\_\_ YES        \_\_\_\_\_ NO

FAX MACHINE        \_\_\_\_\_ YES        \_\_\_\_\_ NO

OTHER PROFESSIONAL SKILLS OR TALENTS THAT MAY CONTRIBUTE TO THE OFFICE:

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**DATE AND LOCATION PREFERENCE**

DATES YOU WILL BE AVAILABLE TO SERVE YOUR INTERNSHIP:

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

INDICATE THE OFFICE IN WHICH YOU WOULD PREFER TO WORK: (*rank 1, 2 and 3*)

WASHINGTON, DC \_\_\_\_\_ HAMILTON, OH \_\_\_\_\_ TROY, OH \_\_\_\_\_

IF YOU CANNOT BE PLACED IN THE WASHINGTON, DC OFFICE, WOULD YOU ACCEPT AN INTERNSHIP IN A DISTRICT OFFICE?

\_\_\_\_\_ YES        \_\_\_\_\_ NO

IF YES, WHAT IS YOUR PREFERENCE?        \_\_\_\_\_ TROY        \_\_\_\_\_ HAMILTON

**ADDITIONAL INFORMATION AND PERSONAL ESSAYS**

HOW DID YOU LEARN OF THIS INTERNSHIP PROGRAM?

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HAVE YOU EVER APPLIED FOR AN INTERNSHIP IN MY OFFICE? \_\_\_\_ YES \_\_\_\_ NO

IF APPLICABLE, PLEASE LIST ANY OTHER STATE / FEDERAL OFFICE OR AGENCY INTERSHIPS THAT YOU HAVE COMPLETED:

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IN YOUR OPINION, WHAT SHOULD BE THE PRIMARY RESPONSIBILITIES OF AN INTERN IN A CONGRESSIONAL OFFICE?

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DESCRIBE YOUR INTEREST IN POLITICS AND THE POLITICAL PROCESS. WHAT AREAS OF LEGISLATION ARE OF PARTICULAR INTEREST TO YOU?

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DO YOU THINK YOU COULD WORK EFFECTIVELY FOR A LEGISLATOR WHOSE POLITICAL VIEWS ARE DIFFERENT FROM YOUR OWN? EXPLAIN.

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WHAT IS THE STRONGEST CHARACTERISITIC YOU WOULD BRING TO THE OFFICE?

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WHAT IS YOUR WEAKEST TRAIT OR YOUR BIGGEST CHALLENGE?

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WHAT ARE YOUR LONG-TERM PROFESSIONAL GOALS?

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## **NARRATIVE ESSAY**

On separate pages, please answer the following questions. Your response should be at least 300 words and typed.

WHY DO YOU WANT TO BE AN INTERN IN THIS OFFICE?

Next, please answer **ONE** of the following three questions:

### **ESSAY QUESTION – OPTION 1**

WHAT DO YOU THINK IS THE MOST THREATENING ISSUE FACING THE WORLD TODAY? WHY?

### **ESSAY QUESTION – OPTION 2**

IF YOU COULD MEET WITH ANY INFLUENTIAL PERSON IN THE WORLD, WITH WHOM WOULD YOU MEET AND WHAT WOULD YOU DISCUSS?

### **ESSAY QUESTION – OPTION 3**

IN YOUR OPINION, WHAT SINGLE EVENT HAS HAD THE MOST IMPACT ON THE HISTORY OF THE UNITED STATES?